



**TOWN OF UXBRIDGE  
BOARD OF SELECTMEN**  
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Jill R. Myers  
Town Manager

**MEMORANDUM**

TO: Honorable Board of Selectmen

FROM: Jill R. Myers, Town Manager

DATE: November 9, 2006

SUBJECT: Town Manager's Report for the BOS Meeting of November 13, 2006

FATM and Special Town Meeting – 11/21/06: Staff continued to fine-tune the motions and research questions posed by the Finance Committee. Staff has been present at the FinComm and Planning Board hearings to discuss the articles sponsored by the BOS on behalf of staff. A combined warrant (articles and motions) will be presented for the Town Meeting participants and posted on the website, and at Town Hall and the Library. This does not supersede the statutory posting requirements. The Finance Director and I plan to tape a show on the warrant. I had placed an initial finance committee reserve fund request to mail the document, but the printing and posting deadline did not coordinate with the public hearings.

Meeting with Town Retirees on FATM Article 11 – Acceptance of MGL Ch 32b, Section 18: On 11/2, a meeting was held with Town retirees and employees regarding the proposed action to migrate medicare eligible retirees off of the active employee plans to medicare retiree health plans. The Town's consultant made a presentation to a very well attended meeting and representatives from the various retiree health plan providers were present to answer plan specific questions. The plans have been offered by the Town without the requirement to migrate and provide comparable levels of benefits. It is important to note that with the migration to a medicare plan, the Town will continue to pay 80% of the retiree's benefits. Both the Town and employees will save on future premiums as the retirees move off of the active plan, thereby alleviating a portion of the risk factor that is used to determine plan rates. IAC meetings were attended by the Finance Director (four meetings) to present the information in addition to the presentation to the retirees.

Election-Related Issues: It was a busy interim period, but we were able to successfully retain an interim Town Clerk and maintain the office of the Town Clerk. Staff from the Town Manager's/BOS office was willing and able to switch gears to provide assistance during this critical time. I am pleased to announce that the Town organized and ran a successful election on November 7<sup>th</sup>. The election workers, warden, and Town Clerk's office should be very proud of their efforts and are to be commended on their willingness to work together in a cooperative fashion.

Our current Interim Town Clerk, Geri Pacheco, will be finishing up with us on 11/9/06. We are very grateful to Geri for helping us through the election and wish her continued happiness in her retirement. She and I had an “exit” interview to discuss efficiencies and assess our current operation. I have received resumes and will begin the interview process next week.

A representative from the State Elections Division held election worker training on 11/6/06. The training was well-attended and very helpful. The Office of the Town Clerk will now move forward with planning for the upcoming Fall Annual Town Meeting.

FY08 Budget: A Department Head meeting was held on 11/8 to debut and distribute the new budget request sheets for FY08 to be completed electronically. Requests are due by 12/8. The request sheets will be provided to Boards and Commissions/Committee with budget preparation responsibilities.

Blanchard Project: The exposed boards on the exterior of the building were primed in time for the cold weather. A local company was hired to empty the building of its remaining trash as well as to close the storm windows in preparation for inclement weather. The remaining paint, boards, and related equipment will be inventoried and stored in the building through the winter until work resumes in the spring.

Annual Town Report: To date, only about ½ of the reports have been received though they were due on 11/1/06. Jenn Cederberg is asking for BOS assistance in following-up with delinquent committees to ensure that we stay on track with the timeframe which was established. Please contact her if you are willing to help.

2007 License Renewals: Notification has been received from the Police Department and the Board of Health that they are in agreement with all of the proposed license renewals for 2007. During the process of checking for delinquent taxes through the Treasurer’s Office, several businesses/managers were found to be delinquent. These individuals were notified via certified mail of this issue as the BOS can reject, revoke or not renew their license if they are delinquent in their taxes (personal property, excise, etc.) To date, two of the businesses have come forward to settle their tax bills. The Building Inspector is also in the process of inspecting each site that distributes alcohol. This process is done in conjunction with the Fire Chief. Each business that holds an alcohol license (for distribution) must have a yearly inspection. If deficiencies are noted, the business will have up until the BOS votes on licenses (12/11) to come into compliance.

Collective Bargaining Sessions: I met with the DPW in union negotiations on 11/7/06. Tentative agreement has been reached with the Police Union, pending ratification. If either is ratified in the next week, the funding request will be made at the FATM on 11/21/06.

Quaker Highway and Chocolog Road: At the request of the Public Safety Committee, I am in the process of drafting a letter to MA Highway to request their assistance in studying traffic-related issues and concerns at the intersection of Quaker Highway and Chocolog Road.